

1. Call to Order

Chair Rick McCartney called the meeting to order at 9:30 a.m.

2. Roll Call: Quorum (2)

Present: Rick McCartney, Tony Maldonado

Excused/Absent: Kelsie McClendon

Staff/Guests: Dawn Zimmer; Diana Shepherd; Margaret Trujillo; Trish Georgeff; Virginia Sturgill; William O'Brien

3. Approval of Meeting Minutes – Action Item

- October 27, 2011 and August 25, 2011
Tony made motion to approve the minutes; Rick seconded; approved.

4. Report – Board Vacancies

- Currently we are seeking to fill six vacancies in the Private sector.
- The committee expressed a desire to have candidates that use their contacts; connections and their relationships with the community for the purpose of this organization. Individuals with certain levels of education; disciplines; breadth of scopes.
- Place this as an agenda item for the next Full Board (October 25, 2012); to re-engage the board to a new level; re-address our goals as the board; be open-minded; re-challenged; participate in the various committees.
- Trish recommended a task force be assigned to look at the current membership and a vigorous recruitment process. Explore more in-depth where the gaps/pockets that are lacking representation on the board.
- Tony suggested a task force to look at services to assist the new entrepreneurs seeking to start new businesses. Assigned to look at what we have and what we should be offering. If we don't have employers, we don't have employees
- Bill stated the need to have representation, on the board, for the special populations. Perhaps someone on the board that advocates or is an employer of this group of people.
- Rick stated he would like to reconvene each month as an Executive Committee.

ACTION ITEM: Agenda item for next Full Board Meeting (October 25, 2012). Re-engage the board; encourage more participation and re-challenged with our role and responsibility.

ACTION ITEM: New Task Force to look at current membership to Re-energize and amp up the level of engagement. Look at various industries; Aerospace, Construction or Healthcare to name a few.

ACTION ITEM: New Task Force to look at business stimulation looking externally at how we reach the community .

5. Report – Status of Sub-Committees

Performance Task Force – The MWC Performance Task Force was established to focus on implementing MWC's Two-Year Plan and charged to:

- Ensure that metrics and reporting systems are in place to evaluate progress and performance
- Collaborate to implement key portions of the plan

This group met only once (12/1/11) and was slated to report out to the Board in April 2012. This group's assignment was preempted by state's announcement of a data management system (AZ Job Connection/AJC).

Marie Sullivan is the Chair and two members are no longer with MWC; Kristen Merser has agreed to stay on as the staff person to assist. This group needs to be reconvened and is on a four-month timeline.

ACTION ITEM: Rick will communicate with Marie Sullivan to reconvene this committee and present a summary document at the next Full Board Meeting (October 25, 2012):

- The purpose of the committee as a reminder
- a quick update on status
- performance plan that we might be able to create some benchmarks and open up discussion to the Board

Margaret summarized saying, we want to reconstitute the committee; redefine the purpose, touch-base with Patrick to affirm we are in the same direction; and then the Chair (*Marie Sullivan*) should develop an agenda that would include identifying or reviewing the two-year plan identifying the benchmarks in a summary document that gives point-in-time and consecutive status.

Advocacy Task Force – The MWC Ad Hoc Advocacy Task Force was assembled to provide congressional relations for the MWC Board. The group first convened May 13, 2008; meeting monthly thereafter. The group was charged with determining ways to educate and engage legislative and congressional staff in WIA/MWC, meet with local staffers, invite delegation members to One-Stop briefings and coordinate these efforts with Phoenix Workforce Connection. The Chair and two other members are no longer with MWC, Tuna Huff is the Vice-Chair and staff representation is Dawn Zimmer.

The Task Force developed a monthly e-newsletter, *Items of Note (ION)*, which first distributed in July 2008. Distribution is scheduled for the first Thursday of each month following the Task Force's meeting. Tactically the e-newsletter is used to demonstrate MWC's effectiveness using WIA dollars and engaging community groups with similar goals/missions.

Advocacy Task Force Actions:

- Group needs to reconvene if deemed appropriate or sunset
- The Task Force has a desire to connect with the business community to strengthen relationships with employers who work with MWC and to introduce new employers to ways MWC services may aid in obtaining success. Ideally the event would be conducted in conjunction with MWC's Business Services team, be a luncheon, offer information/presentations on several items of interest to the business community (labor law, WIA services, Center services, etc.) Events would be held at the Career Centers ideally a week apart. *This item has been on hold while funding issues are resolved.*

ACTION ITEM: Rick will communicate with the Chairs assigned to each of the committees asking for at least three priorities and provide a summary document for the next Full Board Meeting (October 25, 2012). Rick will send the communication to the Chairs/Vice-Chairs and Margaret will follow-up with more definition and support and direction.

6. Update – July 25 Arizona Association of Workforce Developers Meeting

This meeting was attended by Diana and Bill. Diana reported on the status of the Arizona Job Connection (AJC) Workgroup assigned to review requests for system enhancements. Bill mentioned a concern with data entry and pulling reports for the Rapid Response program. These issues will be address by the project group and will report when a resolution is put in place.

7. Update – July 26 Governor's Council on Workforce Policy Meeting

Bill mentioned the five-year plan submitted by the Governor's Council for Workforce Policy was approved with the understanding that changes may be made based on public comments received. There was an issue with the national brand initiative that is part of this five-year plan. Everyone receiving funds in some form/fashion has to recognize the funding source: [AMERICAN JOB CENTER](#) Rick mentioned the plan should be an agenda item for the next full board meeting. A list should be made to present the board members of items that require board attention and what can be deferred. Margaret stated the plan was more of a directive to be focused on how we deliver our services. Dawn will provide Rick with a copy of the Integrated Plan

8. Call to the Public

- Trish Georgeff, Director, Human Service Department, discussed the recruitment efforts for the position of Assistant Director, Workforce Development. We are required to do an internal posting of the position, this effort brought in seven applications. The Full Board was given a copy of the recruitment brochure with details about the job including benefits and minimum qualifications. We chose to go regional with some key publications including the LA Times and the Denver Post. Also, we are using a variety of web-base services, Career Builders; Snagajob; Jobing.com, and the AZ Republic. Also newspaper as a more traditional model. As of this morning, the county's website has received about 1,500 hits and about 130 applications have been submitted. This will remain open until filled and the first round of applications will be reviewed next Monday (08/27). We will be able to assess the quality of the pool and screen from this first group. The applications will be screened and reviewed; a panel will be put in place, to include, possibly Rick McCartney.
- Bill reported that Boeing would like to possibly implement an Employed Worker Training Program to enhance the skills of entry level production workers. Boeing has been working with Chandler-Gilbert Community College to develop the training curriculum.

9. Adjournment - Meeting adjourned at 10:26 a.m.